

## **Communications Committee Minutes 2017**

### **CC call, March 12, 2017**

Present: Kirsten Ackermann, Laurina Pfeiffer, George Thurley, Emmie Touwen, Annie Womack, Liam Brighton (for SG 2017 PC), Evan Welkin.

### **CC 2017/01 Bursary**

EMEYF aims to bring together friends from diverse and different countries in the section. To that end, we allocate one bursary of up to 400 euros to support a Young Friend to come to the Spring Gathering in Poland. The second needs more clarification and the decision will be postponed until this has been gathered by George.

### **CC in person meeting, March 17-19**

#### **CC 2017/02 Opening minute**

We are gathered in Evan's home in beautiful Italy with the wind swooshing around outside. We are together as CC in this composition for the first time, curious about what the future will bring. Present are: Annie Womack, Renke Meuwese, Laurina Pfeiffer, Evan Welkin and Kirsten Ackermann. We are thinking of the CC members who were unable to attend and hope to connect with them online during the weekend.

#### **CC 2017/03 Spring Gathering planning**

34 participants have signed up to the event so far. The SG planning committee is in contact with the accommodation owner about the number of people that are coming. Information to the participants with more details about the event and how to pay should be sent out soon.

We want to make sure there is a linkup with Polish Friends while we are in the country.

The committee needs to be contacted soon about the program and what support is needed to supplement that, taking into account that none of the core PC members have been at a SG before. Many participants have signed up and we could get more contributions to the program content from them.

#### **CC 2017/04 Children at Spring Gathering**

At the past few gatherings children have been included, especially at the All-Age Gathering, where a special children's program was organized. At this point about 5 children are signed up for Spring Gathering. We don't want to exclude EMEYFers who are young parents. Communication with the PC and the parents is needed concerning the responsibility and the care of the children at the gathering. At the same time, EMEYF is a community that gives a space for 18-35 year old friends to focus on their needs and personal growth and bringing children into the gatherings changes the focus.

A children's program at the SG is not expected, but it is necessary to consider how the needs of every member of the gathering can be met. Evan has offered to be a contact person to the parents if needed, in consultation with the planning committee.

#### **CC 2017/05 Living Archive Project (present through Skype: Esther Köhring)**

LAP coordinator Esther Köhring has been working on an overview of the work that has been done on the LAP so far. In order to finalize this she needs to have the financial report, as well as a proposal for the format to share the archive digitally. There may be a need to pay for software or IT development to do so.

There will also be a call for new volunteers to work with the physical archive in Brussels. The idea would be to make one appeal for the coming year, so from SG 2017 to SG 2018. To move the project forward the new volunteers would get specific scanning tasks and also work on individual research questions.

We are thankful for the good work being done on the LAP and are hopeful about future developments. A full report of the developments and suggestions for discernment will be presented at SG 2017.

### **CC 2017/06 Role holder expenses (present through Skype: Emmie Touwen and Rachael Booth)**

There is no written expenses policy for role holders, and we are trying to write one. Discerning about bursaries and reimbursements that affect us, as CC directly, is difficult. One of the issues that needs more clarity is how SG attendance for CC and PC is paid for. A way to include the wider community during SG 2017 in this decision, while also not leaving them with vagueness, would be to break up the topic in different business sessions, with a special interest session in between. The possibility to apply for partial bursaries should be encouraged.

The need for a clearer role holder expense policy ties in directly to the lack of clarity on the expectations of role holders to meet certain expenses and attend events. Not all of this can be cleared up in the expenses policy; role holders need to update their role descriptions as well.

### **CC 2017/07 Accounts**

Due to the size of the AAG we had significantly more incoming funds in 2016 than usual. Because of this the accounts need to be officially examined for the UK charity commission. EMEYF trustees need to appoint the examiner. We are currently looking for someone who is willing and able to do this.

The accounts will be presented at SG 2017.

### **CC 2017/08 Annual report**

As the situation with the EMEYF secretary has changed, it is unclear whether for 2016 we can make a similarly beautiful report as we did in 2015. The task of making the AR could be an introduction to EMEYF for the new secretary, but we will need to see if this is appropriate. We're asking each of us to think of potential contributors and reach out to them, and we will send out a general call for contributions. At SG we can then assign the task of the layout of the report.

### **CC 2017/09 Secretariat and relationship with QCEA**

QCEA has gone through an extensive review and reorganization. There have been no Program Assistants since June 2016. As of 20/03/2017 there will be a Program Assistant again, who will also serve as secretary for EMEYF.

We understand from QCEA EC minute 2017/05 that QCEA wants to discuss the future of our working relationship. EMEYF CC deeply values the way we have worked together for the past 30+ years. EMEYF and QCEA nurture and inspire each other, and help each other connect to the wider European Quaker community. We want to ensure that this continues, and look forward to discussing the future with QCEA and the new program assistant.

### **CC 2017/10 Contact person for secretary**

Renke will be the contact person for the new secretary.

### **CC 2017/11 Trustees**

We nominate Evan Welkin as EMEYF trustee for the duration of his term as elder (until AM 2019).

### **CC call 23/09/2017**

Present: Evan Welkin, Laurina Pfeiffer, Silja Pfeiffer, Emmie Touwen, Kirsten Stuhr (née Ackermann).

### **CC 2017/12 Elders**

Due to Evan's circumstances, in particular geographical distance, we recommend that a new elder be appointed in his place at Annual Meeting 2017. As Laurina's term officially ends at AM 2017 we ask the Annual Meeting Nominations Committee to consider ways in which the new elders can be supported in their role. One possibility would be that Laurina remains in her role for another half a year in order to facilitate the process, which she has offered to do.

### **Informal Note - Funding request**

(added to the minutes and reformulated by CC in 12/2017)

A young Friend asked EMEYF for support to attend the Assemblée des Amis (France Yearly Meeting) in Carcassonne, 21st - 24th October 2017.

There is no specific resource for young Friends to attend non-directly EMEYF-related events. We can't support the Friend due to this being the case in the request. Evan will be in touch with the Friend to communicate these points.

### **CC call 26/10/2017**

Present: Evan Welkin, Laurina Pfeiffer, Silja Pfeiffer, Kirsten Stuhr, Rose Almond, Renke Meuwese.

### **CC 2017/13 Bursary 1**

We received a bursary request from a young friend from England and are happy to support her with 46 Euros in order for her to be able to attend the Annual Meeting 2017.

### **CC 2017/14 Bursary 2**

A bursary request was brought to us from a friend new to Quakers and without a Quaker support system or other possibilities of funding to attend Annual Meeting 2017. We would like to encourage this friend to join this gathering and welcome her to EMEYF. In order to enable her to do so, we will support her with 80 Euros.

### **CC 2017/15 Bursary 3**

We have received a bursary request from a friend with limited financial means currently. She has asked for a bursary for her travel costs to attend Annual Meeting 2017. We make available a bursary of up to 150 euro for her travel cost. We encourage her to book her flight and will communicate with her about the total expenses.

### **CC call 16.11.17**

Present: Rose Almond, Kirsten Stuhr, Laurina Pfeiffer, Silja Pfeiffer, Emmie Touwen, Renke Meuwese

### **CC 2017/16 Bursary 4**

We are happy to welcome Friends who are new to EMEYF and are excited to meet us. In order to support a new Friend in coming to Annual Meeting, we will meet her bursary request with 100 Euros.

### **CC meeting 26/11/2017, Quaker House Brussels**

Present: Silja Pfeiffer, George Thurley, Lisa Specht, Rose Almond.  
Esther Köhring (as Trustee), Emmie Touwen (as Trustee).

### **CC 2017/17 New Trustee**

We propose Lisette Nijboer to join Trustees until the end of her term as fundraising treasurer.

### **CC 2017/18 Mailing lists**

We welcome and accept Silja Pfeiffer's offer to take over as an admin for the CC and EMEYF lists, and ask Lisette Nijboer to take over as admin for the Friends of EMEYF list.

### **CC call 27/12/2017**

Present: George Thurley, Rose Almond, Lisa Specht., Lisette Nijboer, Kirsten Stuhr, Silja Pfeiffer.

### **CC 2017/19 Trustees**

Currently we have 3 trustees in EMEYF (Lisette Nijboer, Rose Almond and Esther Köhring), two of whom are in CC, but another trustee in CC would be helpful (in the past, due to legal regulations, there have been 3-5 trustees). We propose to appoint Silja Pfeiffer as an additional trustee, (who is also part of CC), until the end of her term as gatherings coordinator.

### **CC 2017/ 20 Secretary contact person**

Previously Renke held the role of the secretary contact person, which involves answering questions, providing clarity and being an elder for the secretary. Given the new secretariat situation, this role is perhaps even more important than before. George Thurley and Lisa Specht will take over the role of being the link for the secretary to CC and EMEYF and provide both the practical and spiritual support needed.

### **CC 2017/ 21 Updated role descriptions**

We have received the updated role descriptions of the gatherings coordinator and elder and are reminded that updating role descriptions is a continuous process.

### **CC 2017/ 22 AR 2016**

The final draft version of the Annual Report for 2016 has been sent around in CC and will be circulated in the wider EMEYF community. We thank Evan for compiling it and all those who contributed to it.